

VACANCY ANNOUNCEMENT

Program Analyst / Environmental Policy Specialist

Background. The National Oceanic and Atmospheric Administration's (NOAA) Damage Assessment Center (DAC) has a position open for a program analyst or environmental policy specialist with experience in legislative activities, development of government policies for natural resource conservation and restoration, strategic planning, and program reporting. Appointment to this temporary position will be made through the Oak Ridge Institute for Science and Education (ORISE) program. The appointment will be made for a period of one year and may be renewed for up to two additional years. The salary range is from \$35,000-\$55,000 per annum depending upon qualifications.

DAC responds to environmental threats, primarily from releases of oil or hazardous substances, and promotes the restoration of injured resources through natural resource damage assessments.

Position Description. This position will assist senior staff at DAC Headquarters in Silver Spring Maryland, and will represent DAC to other parts of NOAA and the Damage Assessment and Restoration Program (DARP) – an across NOAA collaboration of scientists and economists from NOAA's Ocean Service, restoration specialists from NOAA Fisheries, and attorneys from NOAA's Office of General Counsel. Specific responsibilities will include support for:

- **Legislative Activities:** A number of legislative proposals either affect the DAC programs or provide opportunities for collaborative efforts to strengthen the DAC mission. The position will be responsible for identifying and tracking legislation of interest to DAC, and assisting in coordinating the development of positions, comments, and draft testimony on the proposed legislation.
- **Program Planning & Development:** The position will help in developing and coordinating program initiatives for the Damage Assessment Center and participate in the NOAA strategic planning process. Will also have primary responsibility for internal program reporting.

Requirements. Must be a citizen of the United States and should be enrolled in or have completed (within the past three years) an undergraduate or graduate program at an accredited university. Minimum qualifications include a Bachelors or Masters degree in public policy, political science, environmental studies, or an equivalent field. Additional desirable qualifications include strong written and oral communication skills, and good time management skills.

Applications are due by April 2, 2003. Please enclose a *Curriculum Vitae*, graduate and undergraduate college transcripts and a brief writing sample. Applications should be mailed to: Donna Lawson, Program Execution and Performance Group, NOAA Damage Assessment Center (N/ORR3), 1305 East West Highway, Rm. 10218, Silver Spring, MD, 20910-3281.

NOAA is an equal opportunity employer.

For further information about this position, please contact Donna Lawson at the above address, by telephone at (301) 713-3038 ext. 198, or by e-mail at Donna.Lawson@noaa.gov. Additional information about the NOAA Damage Assessment Center is available on our web site at www.darp.noaa.gov.